

DIVISION OF MINES	CHAPTER: V Investigations
PROCEDURES MANUAL	
	PROCEDURE NO: 1.05.05
	ISSUE DATE: January 1, 1997
SUBJECT: Unintentional Roof Falls	LAST REVISED: 10/00

OBJECTIVE AND INTENT

To provide procedures for conducting an investigation of all reported unintentional roof falls in order to safely determine the causes of the incident and to address preventive measures to control reoccurrence.

PROCEDURE

1. RESPONSE

- Proceed to the mine site to conduct a thorough investigation based on the roof fall situation as reported.
 - a. Life threatening - proceed immediately
 - b. Fall involving equipment/personnel - proceed immediately
 - c. Fall will be cleaned up (active section) - proceed within 24 hours from the time of notification.
 - d. Falls on idle sections - proceed as soon as possible, not to exceed five working days.
 - e. Falls in outby areas that will not be cleaned up may be examined on the next mine visit unless the inspector/specialist deems otherwise.

2. ARRIVAL AT MINE SITE

- An Order of Closure may be issued under Section 45.1-161.91.A.(i) in the event that an imminent danger exists.
- Ensure that the incident site is made safe and/or properly dangered off. When necessary, ensure that required "clean-up of roof fall" plan is posted.

3. INVESTIGATION DATA COLLECTION

- Investigate incident scene and question witnesses and management to obtain details pertaining to the cause of the incident.

- Review available mine records relative to the incident.
- Interview all witnesses and other personnel with knowledge of the incident.
- Evaluate the roof fall area to determine status of incident and possible cause.
- Evaluate surrounding area of roof fall for:
 - a. Signs of failure
 - b. Changes in roof bolt torque
 - c. Deterioration of previously installed roof support
 - d. Mudseams, cracks, and other inconsistencies in the roof strata
- Issue appropriate Notices of Violation/Orders of Closure as the situation may necessitate.
- If conditions warrant, issue a “quick change” using the DM-RFQC form to the approved roof control plan, specifying the change in standard required. The DM-RFQC form is available in the DM Downloadable Forms in the Public Folders.

4. DETAIL REPORT OF INVESTIGATION

- Verbally notify appropriate supervisor of the details of the incident as soon as the investigation is complete. In the event of a multi-day investigation, the supervisor will be updated about current status of the investigation prior to the end of each work day.
- A report will be prepared after the investigation is completed by the Inspector or Specialist. The complete report will render circumstances/cause of the incident and contain recommendations for the prevention of similar incidents. DM personnel will provide a copy of the certificate of inspection to the mine operator or his agent, one copy to the employee’s representative and one copy will be posted at a prominent place on the mining premises where it may be reviewed by the employees.